PROCESS FLOW & CERTAIN ACRONYMS & DEFINITIONS
FOR THE PROPOSAL WORKFLOW

Generally

The OSP Proposal & Award Acceptance Workflow is referred to in the Frevvo User Guide as the “Proposal Workflow.”

Part I: Proposal Data Sheet

1. Step 1 – OSP Research Administrator (“RA”)
2. Step 2 – Departmental Administrator (“DA”)
3. Step 3 – Principal Investigator (“PI”)
4. Step 4 – Business Manager (“BM”)
5. Step 5 – Department Chair / Director (“DC”)
6. Step 6 – Dean / Director (“Dean”)
7. Step 7 – RA

Part II: Award Review Checklist & PI Award Acceptance

8. Step 8 – OSP Coordinator, Research Services (“CRS”)
9. Step 9 – OSP Contracting Officer or Designee (“CO”)
10. Step 10 – PI
11. Step 11 – CRS